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## **ADDENDUM NO. 1**

**Date: November 10, 2009**

**RFP No. 10-0201**

**FTA Consulting Services**

This addendum is being issued to make the following changes to the bidding document. The information in this addendum modifies the original bidding documents and takes precedence over the original documents. **Respondents shall acknowledge receipt of this addendum by completing this form and returning it with the response. Failure to acknowledge this addendum may preclude consideration of the bid proposal award.**

**This Addendum does not change the current bid opening date of December 2, 2009 at 3:00 p.m.**

### **Questions and Answers:**

Question/Issue 1: My research of the State of Florida, SOS - Corporations Division, did not reveal any Transit consulting and/or Grant writer as a Florida regulated industry. If you have any requirements as to Florida Certification please let me know.

Response: We do not have any specific requirements in regard to prerequisite certification. Also note response to Question/Issue 3 below.

Question/Issue 2: Attached please find my Insurance Certificate for your review. Let me know if there is any additional coverage required this proposed work. Thanks.

Response: Insurance requirements are as stated in Section 1.8 of the RFP. Compliance review of any submitted Certificate of Insurance will be completed during the proposal evaluation process.

Question/Issue 3: I am not familiar with the "license to practice in Florida" document referenced on page 8, Tab C. I see the Federal clauses and statutes but no State Licensing document, except the Firm Profile Form on page 20. Am I missing something? Will I need to contract the State of Florida for a license to practice document?

Response: The phrase “Attach proof of license to practice in Florida” is hereby deleted from Section 1.14.1, Tab C , page 8. However, do note the requirements set forth in provision 3.30 of the RFP.

Question/Issue 4: On page 3, Section 1.7: Method of Payment- Monthly Invoices. Is the vendor required to gather and submit written confirmation of service acceptance from the County Transportation Department for each invoice submitted directly to the County Finance Department?

Response: The second sentence of Section 1.7 is amended to read “These invoices shall be submitted to the County Public Transportation Division which will then be responsible for review and subsequent provision of the invoice to the County Finance Department for completion of the payment process.”  
The fourth sentence of Section 1.7 is amended to delete the phrase “and confirmation of acceptance of the goods or services by the appropriate County representative”.

Firm Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Title: \_\_\_\_\_

Typed/Printed Name: \_\_\_\_\_

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